

## ETEXT ATTACHMENT

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May 13, 2004

Christopher J. Morse  
Campaign Finance Analyst  
Reports Analysis Division  
Federal Election Commission  
999 E Street, N.W.  
Washington D.C. 20463

RE: RFAI - April 14, 2004  
Amended August 2003 Monthly Report  
NEA Fund for Children and Public Education  
(FEC Committee ID # C00003251)

Dear Mr. Morse:

This letter responds to your letter dated April 14, 2004, concerning the NEA Fund for Children and Public Education's ("NFCPE") amended August Monthly Report (7/01-7/31/03). Your letter asks for an explanation of why the NFCPE's amended August 2003 Monthly Report shows additional receipts of \$94,493.74. That explanation follows below.

In April 2003, NFCPE switched to a new campaign finance database and to new FEC reporting software, both provided by outside vendors. These changes necessitated some changes in NFCPE's procedures for processing members' voluntary contributions. NFCPE collects a substantial number of voluntary contributions from members and their families at NEA's annual Representative Assembly ("RA") held in early July. At the July 2003 RA, contributions to NFCPE from members and their families were collected in individual contributor envelopes. Contributors wrote their names, addresses, occupations, employers, and the date and amount of their contributions on the outside of a small envelope and placed the contribution inside. The contributions collected at the RA were deposited into a separate depository account of NFCPE established for that purpose. At the same time, temporary employees entered the information from the individual contributor envelopes into the new NFCPE campaign finance database.

Following the RA, NEA staff reviewed the contribution data entered at the RA and found that while most of the information was correct, some of the information, relating to contributions totaling approximately \$100,000, was inaccurate due to keying errors. NFCPE did not report those contributions as July receipts because it did not know whether the contributions could be treated as federal contributions due to the inaccurate data entry. Instead, NFCPE kept the contributions in a separate NFCPE holding account and contracted with an established data entry company to have the contributor envelopes re-keyed properly.

Unfortunately, due to events beyond NFCPE's control, the re-keying process took much longer than expected. It was not until December 2003 that NFCPE received the results of the re-entered contributor information which verified that